

X-51 Paper Project

Student Rocket Company Roles and Responsibilities

Design and Launch Director

Supervises design and construction of the rocket.

Directs team members during launch

- Submit neat copy of the rocket scale drawing
- Record and submit a neat copy of the Launch Day Log
- Arrange for a creative and neat report cover
- Assists other team members as needed

Budget Director

Keeps accurate records to account for money and expenses

Pays the bills to suppliers or subcontractors

Must sign all checks

- Arrange all canceled checks in ascending numerical order and stapled three to a sheet of paper in the final team folder
- Check over budget projection sheet. Be sure to show total project cost estimates
- Check over balance sheet. Be sure columns are complete and indicate a positive or negative balance.
- Co-Sign all checks.
- Complete the Part 3 section of the score sheet
- Assist other team members as needed.

Project Manager

Oversees the entire project.

Keeps team members on task.

The only person on the team who is permitted to communicate with the teacher during the team time.

- Make a neat copy of the team's Rocket Journal.
- Use appropriate labels as necessary
- Check the balance sheet and list of materials used in the rocket construction
- Co-sign all checks
- Assist other team members as needed.

Communications Director

Ensures that distance records are appropriately recorded and the team's ranking is known.

- Maintains a separate log of daily activities and accomplishments of the team during all phases of the design, construction and launch of the rocket.
 - This log is to be included in the back pocket of the team folder and reported to the teacher by the Project Manager.
- The only person permitted to take photographs during the project. A team progress or "in action" photo is to be emailed to the teacher each day.
- At the close of the project, a final news story/blog is to be neatly typed and submitted to the teacher reporting on the final status/rankings of the team's project, the cost efficiency and profit margins of the company.
- These reports are to be published/uploaded on Edline by the teacher.